

# **MSD Safety Committee Meeting**

## **9/16/02**

### **Minutes**

**Present (Hill research group in parentheses):** J. Ager (Chair, Ager), M. Doeff (DeJonghe), M. Jin (Chrzan/Morris), T. Koffas (Somorjai), H. Feick (Weber), J. Seabury (EHS Liaison), D. Ah Tye (NCEM), E. Chung (Healy), R. Schoenlein (Shank), M. Holm (MSD EHS Administrator), D. F. Ogletree (Salmeron), K. Jackson (CXRO), P. Ruegg (B62/66 Manager), V. Vreeland (Vreeland), J. Beeman (Asst. Chair, Haller/EMAT), M. Charnahan (Chemla), M. Van Hove (Van Hove).

**Absent:** F. Salmassi (B2 Manager), D. Owen (B72 Manager), N. Manella (Fadley), J. Kruzic (Ritchie), N. Markovic (Ross), C. Davis (Liliental-Weber), J. Song (Bertozzi), E. Saiz (Tomsia), K. Priimak (Hou), C. Weber (Orenstein),

**Groups without representatives:** Chu.

#### **Committee membership (Ager)**

E. Bourret has resigned as one of the Group Safety Representatives for Haller/EMAT. J. Beeman and J. Ager agreed to serve as the representatives of this large research group. The Chu group is without a Group Safety Representative since the departure of H. Chang; J. Beeman agreed to serve on a temporary basis as the representative of this small research group (1 GSRA at present, off-site PI). F. Salmassi asked J. Ager to inform the committee that he will step down as B2 Building Manager effective 10/1/02. J. Polman has been nominated to replace him.

#### **Results of Validation of MSD Self Assessment Report for the performance period 7/01 – 6/02 (Ager)**

J. Ager presented an overview of MSD performance against the 19 Performance Criteria.

- MSD received 14 satisfactory or “green” ratings. Areas in which MSD performance improved from the previous evaluation period are listed below.
  - Evidence of on-going and two-way communication of ES&H between line management and staff” went from “yellow” to “green”
  - LCATS deficiency correction went from “yellow” to “green”
  - SAA compliance went from “yellow” to “green”
- MSD received 4 “partial” or “yellow” ratings. Suggestions from the committee for improvement in the current evaluation period are summarized.
  - Evidence of active ergonomics program. Cf. discussion below, committee recommends implementing Phase I of the three phase plan discussed in the 6/10/02 meeting.

- Training completion rate 89%. Committee suggested that a more regularly scheduled program of e-mails to supervisors about unmet training requirements could improve the training rate. It was noted that the LCATS database performs this function automatically.
- Division Director approval of Integrated Safety Management Plan. The required signature was obtained by the date of the committee meeting.
- Waste QA( 93%). Corrective actions to address this issue were discussed at the 6/10/02 Safety Committee meeting
- MSD received 1 “red” rating for overdue waste in an SAA. This was discussed at the 6/10/02 meeting.

### **Ergonomics Program within MSD (Ager, Seabury)**

- Implementation of Phase I (Workstation Survey) of the three-phase plan agreed at the 6/10/02 meeting was discussed. Approximately 50% of LBNL’s reportable injuries are ergonomic in origin. Informal surveys have revealed that most MSD workstations are not up to the current ergonomic standards. The committee suggested that an e-mail survey might be the most efficient way to accomplish Phase I. J. Seabury volunteered to develop a suitable list of questions. J. Ager and M. Holm agreed to generate a mailing list of all MSD employees/guests with Hill assignments. Deadline for these two items was set to be 10/15/02. Committee set a goal of having all “bad” workstations identified in the survey inspected by the end of the calendar year.

### **Management of EH&S (MESH) Review (Ager)**

Committee was informed that this review, which is scheduled to occur every three years, is forthcoming. The findings of the 1998 review were discussed.

### **Emergency Preparedness Employee Pocket Guide**

This guide was distributed to the attendees of the meeting.

### **Next MSD Safety Committee Meeting**

November 11, 2002, 9:30 am, Location TBD.